

Public Investigation Report

2018 – 0028

Planning Advisory Board Member

OFFICE OF INSPECTOR GENERAL

JEFFERSON PARISH



PUBLIC INVESTIGATION REPORT

PLANNING ADVISORY BOARD MEMBER

2018-0028

**INVESTIGATION
ISSUED 5/23/2019**



OFFICE OF INSPECTOR GENERAL JEFFERSON PARISH

DAVID N. MCCINTOCK
INSPECTOR GENERAL



DATE: 05/23/2019

TO: The Citizens of Jefferson Parish

FROM: David McClintock, Inspector General

RE: Investigative Report #2018-0028 and Referral: Planning Advisory Board Member

Please find attached the Jefferson Parish Office of Inspector General's (JPOIG) Public Report on a Planning Advisory Board Member.

The reports objectives were to:

- Determine whether Kirk Usey, an appointee to the PAB, met the qualifications for appointment under the Jefferson Parish Code of Ordinances.
- Determine whether the Parish validated, or has a process for validating, the qualifications for an appointment to the PAB.

The report also assesses Mr. Usey's actions during the investigation including his cooperation with the JPOIG and actions taken by the Parish Council to reappoint Mr. Usey after having received notification of the ongoing investigation.

Findings

The report contains specific findings and recommendations, summarized below, regarding the eligibility of Mr. Kirk Usey to be a member of the Planning and Advisory Board summarized as follows:

1. Parish Council appointed member to the PAB who was not a resident of Jefferson Parish.
2. Parish Council appointed member to the PAB who was not a qualified voter of Jefferson Parish.
3. The Parish does not have a process or procedure to ensure that appointees to the PAB meet and maintain eligibility during their term.
4. PAB Board Member Kirk Usey failed to cooperate as required by JPCO 2-155.10(12).
5. PAB Board Member Kirk Usey Claimed Two Homestead Exemptions.

Recommendations

JPOIG findings often result in multiple recommendations. Further, as each branch of government has distinct powers and duties recommendations are directed towards the specific element of government with the authority to address the recommendation. In Jefferson Parish that will most often be the Parish Council and the Parish Administration. What follows are the recommendations grouped by entity, or entities, who possess the authority to take corrective action.

The JPOIG recommends that the Parish Council:

1. Establish policy and procedure, the purpose of which is to ensure that Council nominees for appointment to Parish boards meet qualifications for appointment.
2. Ensure that nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.
3. That no board member shall be voted upon by the Parish Council until such time as all required documents are properly submitted to the Parish and validated.
4. That the Parish should include additional elements into the requirements for service and continued service of PAB members before sitting, and afterwards, to include an attestation on conflicts of interest, receipt of ethics training, and attestation of continued eligibility and required notice of a change in eligibility status.
5. That the process of receiving and validating documents necessary to demonstrate eligibility be identified as the responsibility of a specific entity. There are several entities that could serve in this capacity to include:
 - the Parish Ethics and Compliance Officer/Director,
 - the Office of the Parish Council Chief of Staff, or
 - the Council Clerk.
6. An individual currently meeting and having met qualifications for appointment to the PAB be made to replace Mr. Usey given his actions during this review, including his failure to comply with the JPCO 2-155.10(12), and the totality of information contained in this report.

The JPOIG recommends that the Parish Administration:

1. Establish policy and procedure, the purpose of which is to ensure that Parish President nominees for appointment to Parish boards meet qualifications for appointment;
2. Ensure that Parish President nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The JPOIG recommends that the Parish Council and Administration:

1. Work together to designate a responsible person, such as the Jefferson Parish Governmental and Ethics Compliance Director, to assure that board nominees meet the qualifications for appointment and have completed requisite attestations and disclosures prior to any action taken by the Parish Council on the nomination.

Referrals

The JPOIG has made referrals to the Plaquemines Parish and Jefferson Parish District Attorney's, Sheriffs', and the Assessors' offices.

Draft Period and Responses

A Confidential Draft Report was issued on 03/27/2019 to the Parish Council, the Parish Administration, and Mr. Kirk Usey. Pursuant to Parish Ordinance §2-155.10(9), response(s) from

recipients of the report were due on or before 05/10/2019. One extension of time was provided through 05/13/2019.

During the nearly six week draft period the JPOIG met with representatives and/or Council members from the offices of Cynthia Lee-Sheng, Dominick Impastato, Chris Roberts, Jennifer Van Vrancken and Ricky Templet. Discussions on improving future processes for Board appointments was very positive. Any discussion involving Mr. Usey specifically was generally met with a desire to provide a wide berth to the decisions of other Council Districts.

Councilwoman Cynthia Lee-Sheng submitted a written response citing a “need to ensure that board appointees submit properly completed paperwork necessary for them to serve in their appointed positions.”

Councilman Impastato submitted detailed response to all 6 recommendations and committed to working on a series of corrective actions. Councilman Impastato acknowledged and generally accepted recommendation #1 through #5. Recommendation #6 was rejected.

The JPOIG appreciates each office who was willing to meet during the draft period for discussions on corrective measures. The JPOIG is also thankful for the responses received by Councilwoman Lee-Sheng who acknowledges the need for better process and Councilman Impastato who committed to working on corrective measures to 5 of the 6 recommendations.

Respectfully,



David McClinton

PLANNING ADVISORY BOARD MEMBER

2018-0028

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**OFFICE OF INSPECTOR GENERAL
JEFFERSON PARISH**

DAVID N. MCCINTOCK
INSPECTOR GENERAL



Date of Report: 05/23/2019	PUBLIC INVESTIGATION REPORT		Case: 2018-0028
Timeframe: 04/01/2018 – 01/17/2019	Investigation By: Paul Lumpkin	Status: Public	
<u>Subject of Investigation</u>			
• Planning Advisory Board Member – Kirk Usey			

INTRODUCTION

Pursuant to JPCO §2-155.10(11) (a), the Jefferson Parish Office of Inspector General (“JPOIG”) initiated an investigation into whether Kirk Usey, an appointee to the Planning Advisory Board (“PAB”), met the qualifications for appointment. The investigation was initiated based upon external information.

This investigation was conducted in accordance with the Association of Inspectors General Standards for Investigations.

OBJECTIVES

The JPOIG’s objectives for this investigation were to:

1. Determine whether Kirk Usey, an appointee to the PAB, met the qualifications for appointment under the Jefferson Parish Code of Ordinances.
2. Determine whether the Parish validated, or has a process for validating, the qualifications for an appointment to the PAB.

SCOPE & METHODOLOGY

The scope of the investigation was limited to determining whether Kirk Usey met the qualifications for appointment to the PAB.

To accomplish the objective, the following were undertaken:

- Reviewed relevant provisions of the Jefferson Parish Code of Ordinances;
- Reviewed documents relating to the residency of Kirk Usey, including but not limited to documents obtained from the Registrar of Voters and the Property Assessors Office(s);
- Conducted interviews; and
- Reviewed open source information.

Acronyms

JPOIG	Jefferson Parish Office of Inspector General	Parish	Jefferson Parish
PAB	Planning Advisory Board	JPCO	Jefferson Parish Code of Ordinances

BACKGROUND

The PAB is an advisory and quasi-judicial board created by the Parish Council pursuant to the Jefferson Parish Charter Section 4.06. Its purpose is to review all land use issues that affect the present and future use of land in the unincorporated areas of Jefferson Parish. These functions include land designation, land division/consolidation (subdivision) and regulations (codes) relating to establishing the most desirable, safe and compatible physical model possible.¹ To achieve its purpose, the PAB members are empowered to conduct public hearings and make recommendations on the following:

- Land use,
- Changes to zoning and amendments to zoning code,
- Certain waivers or variances from the JPCO, and
- Special permitted use or conditional use permits.²

The PAB is comprised of seven members. JPCO § 33-1.22, *Planning advisory board (PAB)*, Sub-paragraph (c), *Members*, provides:

(2) Qualifications – Each PAB member shall:

- a. Be a resident of Jefferson Parish
- b. Be a qualified voter of Jefferson Parish; and
- c. Own property in Jefferson Parish.³

Kirk Usey was appointed to the PAB on 04/25/2018 via Parish Council Resolution 131283.⁴

DATA REVIEW & ANALYSIS

A. Kirk Usey's appointment to PAB

Councilman Mark Spears appointed Kirk Usey to the PAB via a resolution adopted by the Parish Council. At the time of his appointment, Kirk Usey (1) owned a home in Plaquemines Parish, where he was employed as a part-time Deputy Sheriff and where his son attended school; and (2) was a registered voter of Plaquemines Parish.

¹ <http://www.jeffparish.net/index.aspx?page=2910>.

² JPCO Section 33-1.22, *Planning Advisory Board (PAB)*.

³ See JPCO 33-1.22. Sub-paragraph (c)(3), *Term*, provides that each member shall serve a term of four (4) years which shall run concurrently with the term of his/her nominating councilperson.

⁴ Resolution 131283.

1. Kirk Usey's Plaquemines Parish residency

To be qualified for appointment to the PAB, a member must be a resident of Jefferson Parish.⁵ Based upon information obtained from public records and from Kirk Usey, it appears that Kirk Usey was a resident of Plaquemines Parish at the time of his appointment.

Kirk Usey owns three parcels of land in Plaquemines Parish. Two of the parcels are located at 2003 Engineers Road, Belle Chasse, LA (Engineers Road property) and the third is located at 405 Bayou Road, Belle Chasse, LA (Bayou Road property).⁶ Documents were obtained from the Plaquemine Parish Assessor's office showing Mr. Kirk Usey's signature and certifying that he was seeking homestead exemption on his Engineers Road property. Furthermore, on this document Mr. Usey checked a box that he is "NOT claiming homestead exemption on any other residence/trailer."

Mr. Usey indicated that he had owned the Engineer Road property for more than 14 years. According to the Plaquemines Parish Assessor's records, Kirk Usey has been claiming a homestead exemption on the Engineers Road property since 2014.⁷ A homestead exception allows property owners to avoid paying some or all "state, parish, and special ad valorem taxes" for the primary residence, including a mobile home, which serves as "a bona fide home and which is owned and occupied" by the person claiming the exemption.

In addition to claiming his Plaquemines home as his primary residence, Mr. Usey stated that he uses the Plaquemines Parish residence to enroll his son in public school in Plaquemines Parish. His son attends school in Plaquemines Parish and plays sports for recreational leagues in Plaquemines Parish. His son has never attended school in Jefferson Parish.

Further, Mr. Usey stated that both he and his wife work in Plaquemines Parish. Mr. Usey is a part-time deputy for the Plaquemines Parish Sheriff's Office.

By claiming a homestead exception on his Plaquemines Parish home at 2003 Engineer Road and using this home address to enroll his son in public school, Mr. Usey was representing himself to be a resident of Plaquemines Parish at the time of his appointment to the PAB.

2. Kirk Usey is a registered voter of Plaquemines Parish

To be qualified for appointment to the PAB, a member must be a qualified voter of Jefferson Parish.⁸ At the time of his appointment, Kirk Usey was a registered voter of Plaquemines Parish and had been for the past ten years.

Section 3 of the Louisiana Voter Registration application requires the applicant to identify their "Residence Address" by house number, street, city/town, state and zip code. "Residence Address" is also where you claim a homestead exemption.⁹ Based upon information provided, the Registrar of Voters office determines where an applicant lives and is qualified to vote.¹⁰

⁵ JPCO33-1.22.

⁶ Attachment A, Plaquemine Parish Assessor 2019 Assessment Listing.

⁷ Attachment G, Plaquemine Parish Assessor 2019 Assessment Listing for parcel 2617818.

⁸ JPCO33-1.22.

⁹ Attachment B, Louisiana Voter Registration Application.

¹⁰ Attachment C, Louisiana Secretary of State Voter Information Report.

According to public records, Kirk Usey qualified himself to vote in Plaquemines Parish and has been actively voting in Plaquemines Parish since 2009.¹¹

At the time of his appointment to the PAB on 04/25/2018, Kirk Usey was not a qualified voter of Jefferson Parish.

3. Kirk Usey's Jefferson Parish property

In addition to the requirement that a PAB appointee be a resident and qualified voter of Jefferson Parish, the appointee must also own property in Jefferson Parish to be appointed to the PAB. At the time of his appointment, Kirk Usey owned property in Jefferson Parish. By owning property in Jefferson Parish, he satisfied one of three qualifications for appointment to the PAB.

Kirk Usey owns property at 517 Dunbar Place, Terrytown, LA. Upon commencing this investigation, the JPOIG discovered that Mr. Usey was claiming a homestead exemption on his Jefferson Parish property in addition to his Plaquemines Property.¹²

A homestead exemption cannot be applied to a property that is not permanently occupied by its owner.¹³ Under Louisiana Revised Statute 14.71.4, *Homestead exemption fraud*, it is unlawful for any person to intentionally claim more than one homestead exception. Anyone intentionally claiming more than one homestead exemption shall be fined not more than five hundred dollars, imprisoned for not more than six months, or both. In addition to these penalties, a person convicted of homestead exemption fraud shall be ordered to make full restitution to the state or local government which suffered the financial loss.

Because Mr. Usey claimed a homestead exemption on his Jefferson Parish property, he avoided "state, parish, and special ad valorem taxes" totaling \$13,173.78 for the years 2001 through 2018.¹⁴

Because Mr. Usey claimed a homestead exemption on his Plaquemines Parish property, he avoided "state, parish, and special ad valorem taxes" totaling \$597.63 for the years 2014 through 2018.¹⁵

On 11/24/2018, Mr. Usey changed the status on his Engineer Road property to remove the previously claimed homestead exemption. Then on 11/28/2018, Mr. Usey paid the previously abated taxes on the Engineers Road property to Plaquemines Parish for 2015 through 2018, totaling \$479.68.¹⁶ To date, Mr. Usey has not paid back his exempted tax for 2014.

¹¹ Attachment D. Louisiana Secretary of State Voter Election History Report. The state of Louisiana has an integrated system that allows all Registrar of Voters the ability to access voter information. The Louisiana Secretary of State also has an app called Geaux Vote. This web-based application permits individuals to verify individual voter registration in Louisiana. Kirk Usey had was previously a registered voter of Jefferson Parish, having last voted in Jefferson Parish in 2008. <https://voterportal.sos.la.gov/Home/VoterLogin>.

¹² Attachment E, Jefferson Parish Assessor.

¹³ <http://www.ipassessor.com/resources/homestead-exemption>.

¹⁴ Attachment F, Jefferson Parish Parcel Listing.

¹⁵ Attachment G, Plaquemines Parish Parcel Listing.

¹⁶ Attachment H, Plaquemines Parish Listing and Tax Inquiry.

Mr. Usey is employed as a Deputy Parish Sheriff in Plaquemines Parish, his son attends school in Plaquemines Parish and, for the past ten years, he voted in Plaquemines Parish.

Mr. Usey stated that his house on Engineers Road in Plaquemines Parish is being renovated, but he hoped to be moved in by the end of January 2019. At that time, he stated, “We are out of here.”¹⁷

JPCO § 2-155, *Office of the inspector general*, provides at Sub-paragraph (11), [w]henever the inspector general has reasonable grounds to believe there has been a violation of federal or state law, the inspector general shall refer a matter to the district attorney, the United States Attorney or other appropriate law enforcement agency. The data and analysis reflect a potential violation of La.R.S. 14.71.4, *Homestead exemption fraud*. The JPOIG will refer this matter to the appropriate district attorney(s) for consideration and action.

B. Failure to cooperate with JPOIG

It is the duty of every parish officer, department, agency, special district, board and commission to cooperate with the inspector general in any investigation. Any employee, appointed officer or elected official of the parish who violates any provision of this chapter shall be subject to discharge, in addition to any other penalty provided in the Jefferson Parish Charter or ordinances. In the performance of its duties, an “office of the inspector general may compel the attendance of witnesses to be deposed under oath or the production of public and private records by issuing a subpoena.”¹⁸

The PAB is a board of the Parish, thus their board members are obligated to “cooperate with the inspector general in any investigation”. To that end, the JPOIG first initiated contact with Mr. Usey on 10/31/2018 for information and to schedule an interview. During the course of this investigation, the JPOIG sent three emails, made five phone calls, and conducted two home visits over the period of approximately eight days.¹⁹

Mr. Usey did not respond to any emails. However, the JPOIG was able to reach him by phone on several occasions. Unfortunately, Mr. Usey would not agree to an interview. Thus, and as a last resort, the JPOIG issued a subpoena to compel Mr. Usey for an interview. Mr. Usey was served with a subpoena compelling him to appear at the offices of the JPOIG for an interview on 11/27/2018. Mr. Usey appeared. However, Mr. Usey declined to answer numerous questions invoking his rights under the 5th Amendment.

Lastly, Mr. Usey’s failure to cooperate as required of a Parish board member, resulted in the JPOIG incurring expense of \$223.97 to secure a subpoena that would not have otherwise been necessary had Mr. Usey cooperated.

C. Validating qualifications for board appointment

In the course of this investigation, the JPOIG questioned who, if anyone, within the Parish validated Mr. Usey’s qualifications for appointment to the PAB before the Parish Council voted

¹⁷ “We are out of here” was taken to mean out of Jefferson Parish.

¹⁸ JPCO §2-155.10, *Office of Inspector General*, Subparagraph (19), *Cooperation*.

¹⁹ JPOIG contacted Mr. Usey through the email at the address he provided the PAB.

on his appointment. The JPOIG could not confirm that anyone had (1) validated Mr. Usey's qualifications or (2) that any one, or any office, was responsible for validating Mr. Usey's qualifications for appointment to the PAB.

On motion of Councilman Mark Spears, Mr. Usey was unanimously appointed by the Parish Council to the PAB at the Parish Council meeting of 04/25/18. On 05/01/2018, the Parish Clerk sent a letter to Mr. Usey at his Jefferson Parish property at 517 Dunbar Place, Terrytown, LA. Attached to the letter, there were two documents to be completed and notarized: (1) an attestation of residency and oath; and (2) an affidavit, a "Business Relationship Affidavit", swearing that Mr. Usey did not share in any compensation received by any business or firm which a member of the Jefferson Parish Council either partially or fully owns or controls.

According to Mr. Usey, he never received the packet. It may be that Mr. Usey did not receive the packet because he resided in Plaquemines Parish. Regardless, Mr. Usey did not complete and return the documents.

Assistant Parish Attorney Ken Krobart, who is assigned to advise the PAB, and Ambra Sanne, the PAB secretary, were asked about a process for validating member's qualifications. They confirmed that they do not participate in any process to validate PAB member's qualifications.²⁰ The Chief of Staff to the Council, Lowell ("Sonny") Burmaster, was also asked. Neither he nor a member of his staff supports a function to validate qualifications for board appointments. He confirmed that the appointments are handled by each Councilperson.

Kirk Usey sat as a member of the PAB from 05/03/2018 until 11/08/2018 and received compensation totaling \$3,450 for this service all the while claiming Plaquemines Parish residency and registered to vote in Plaquemines Parish.²¹ The JPOIG could not identify anyone, or any Parish office, who was responsible for (1) ensuring that required attestations and affidavits were received; and (2) that the appointee met the qualifications required by ordinance.

D. Compliance by Parish Council with JPCO

The PAB is a quasi-judicial board with the ability to affect the quality of life for Jefferson Parish residence through recommendations on present and future land use in Jefferson Parish. Members vote on the comprehensive *plan*, changes to the zoning or future land use map, amendments to the text of the zoning code, special permitted use or conditional use permits, major subdivisions, and certain waivers or variances from the Code. Given the importance of the PAB's work and its ability to affect quality of life for Jefferson Parish residence, the JPOIG notified the Parish that one of the PAB members, Kirk Usey, may not meet the qualifications for appointment.

On 11/07/2018 (sic), the JPOIG sent a *Confidential Memorandum to the Council* notifying the *Council* of an open matter regarding Mr. Usey's qualifications for the PAB.²² The memorandum begins:

²⁰ Phone call with Mr. Krobart and Mrs. Sanne on 11/30/18. The only information that PAB staff collects from its incoming members is information for payroll processing.

²¹ Attachment I, Jefferson Parish Employee Inquiry.

²² Attachment J, Confidential Memorandum to the Council.

Honorable Parish Council this memorandum relates to information developed during an active investigation and is relevant to the legality and propriety of Mr. Kirk Usey's appointment to the Jefferson Parish Planning Advisory Board (PAB). Mr. Usey was appointed to the PBA on 04/25/2018 by Councilman Spears via council resolution on 04/25/2018.²³

The PAB met on 11/08/2018. At that meeting, Assistant Parish Attorney Ken Krobert stated that Mr. Usey is not to participate in the Planning Advisory Board Business. He further stated that Mr. Usey is presently under an on-going investigation by the JPOIG regarding his qualifications and would not participate until the investigation is concluded.²⁴

While Mr. Usey was refusing to cooperate with the JPOIG, Mr. Usey changed his voter registration from Plaquemines Parish to Jefferson Parish.²⁵ Still, Mr. Usey was a qualified voter and voted as a Plaquemines Parish resident on 11/06/2018.

On 12/05/2018, Councilman Mark Spears brought a resolution before the Parish Council from the floor to reappoint Kirk Usey to the PAB.²⁶ The resolution was unanimously adopted by the Parish Council. Further, the Council's actions were taken less than a month after having been notified by JPOIG via the *Confidential Memorandum to the Council* of 11/07/2018 (sic) regarding Mr. Usey's compliance with the requirements for appointment to the PAB and of an ongoing investigation.

Considering that the PAB is a quasi-judicial board with specific authority, it was believed that the JPOIG's notification to the Parish Council would be sufficient to permit completion of the investigation, and consideration thereof, by the Council prior to taking action concerning Mr. Usey's re-appointment to the PAB. This action by the Parish Council resulted in a failure to achieve compliance with its own ordinances regarding qualifications for appointment to the PAB and the opportunity to demonstrate accountability in government.

The purpose of the JPOIG is to provide increased accountability and oversight to Parish government and to assist in improving operations, to include deterring and identifying fraud, waste, abuse and illegal acts.²⁷ The JPOIG meets this mandate through the issuance of public reports.

²³ Attachment J Confidential Memorandum to the Council.

²⁴ Attachment K, Planning Advisory Board Meeting Notice General Meeting, 11/08/2018.

²⁵ Attachment L, Louisiana Secretary of State.

²⁶ Because the resolution was brought before the Parish Council from the floor, there was no public notice of the resolution in connection with the published agenda for the Parish Council meeting of 12/05/2018.

²⁷ JPCO 2-155.10, *Office of Inspector General, Purpose*.

FINDINGS AND RECOMMENDATIONS

Finding # 1: Parish Council appointed member to PAB who was not a resident of Jefferson Parish

Condition:

JPCO § 33-1.22, *Planning advisory board (PAB)*, Sub-paragraph (c), *Members*, provides:

(2) Qualifications – Each PAB member shall:

- a. Be a resident of Jefferson Parish
- b. Be a qualified voter of Jefferson Parish; and
- c. Own property in Jefferson Parish.²⁸

To serve on the PAB, Parish ordinance requires members to be a resident of the Parish. At the time of his appointment on 04/25/2018, Mr. Usey was claiming his home in Plaquemines Parish as his primary residence, identifying Plaquemines Parish as his address of record to his employer, the Plaquemines Parish Sheriff, and his son attends school in Plaquemines Parish.²⁹ Mr. Usey represented himself to be, and appeared to be, a resident of Plaquemines Parish. As such, he did not meet residency requirements for appointment to PAB at the time of his appointment.

Recommendation:

The JPOIG recommends that the Parish Council:

1. Establish policy and procedure, the purpose of which is to ensure that Council nominees for appointment to Parish boards meet qualifications for appointment;
2. Ensure that nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The JPOIG recommends that the Parish Administration:

1. Establish policy and procedure, the purpose of which is to ensure that Parish President nominees for appointment to Parish boards meet qualifications for appointment;
2. Ensure that Parish President nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The JPOIG recommends that the Parish Council and Administration:

1. Work together to designate a responsible person, such as the Jefferson Parish Governmental and Ethics Compliance Director, to assure that board nominees meet the qualifications for appointment and have completed requisite attestations and disclosures prior to any action taken by the Parish Council on the nomination.

²⁸ See JPCO 33-1.22. Sub-paragraph (c)(3), *Term*, provides that each member shall serve a term of four (4) years which shall run concurrently with the term of his/her nominating councilperson.

²⁹ Refer to Attachment C.

Finding # 2: Parish Council appointed member to PAB who was not a qualified voter of Jefferson Parish

Condition:

JPCO § 33-1.22, *Planning advisory board (PAB)*, Sub-paragraph (c), *Members*, provides:

(2) Qualifications – Each PAB member shall:

- a. Be a resident of Jefferson Parish
- b. Be a qualified voter of Jefferson Parish; and
- c. Own property in Jefferson Parish.³⁰

At the time of his appointment to the PAB on 04/25/2018, Mr. Usey was a registered voter of Plaquemines Parish and had been a registered voter of Plaquemines Parish since 2009.³¹ As a registered voter of Plaquemines Parish, Mr. Usey did not meet the qualification of “qualified voter of Jefferson Parish.”

Recommendations (Same as noted for finding #1):

The JPOIG recommends that the Parish Council:

1. Establish policy and procedure, the purpose of which is to ensure that Council nominees for appointment to Parish boards meet qualifications for appointment;
2. Ensure that nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The JPOIG recommends that the Parish Administration:

1. Establish policy and procedure, the purpose of which is to ensure that Parish President nominees for appointment to Parish boards meet qualifications for appointment;
2. Ensure that Parish President nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The JPOIG recommends that the Parish Council and Administration:

1. Work together to designate a responsible person, such as the Jefferson Parish Governmental and Ethics Compliance Director, to assure that board nominees meet the qualifications for appointment and have completed requisite attestations and disclosures prior to any action taken by the Parish Council on the nomination.

³⁰ See JPCO 33-1.22. Sub-paragraph (c)(3), *Term*, provides that each member shall serve a term of four (4) years which shall run concurrently with the term of his/her nominating councilperson.

³¹ Refer to Attachment C.

Finding # 3: The Parish does not have a process or procedure to ensure that appointees to the PAB meet and maintain eligibility during their term.

Condition:

On 04/25/18 the Council voted to appoint Mr. Usey to the PAB. On 05/01/2018, the Parish Clerk sent Mr. Usey documents including an Oath of Office and a Business Relationship Affidavit that needed to be completed, notarized and returned to the Parish Clerk's office.³² There was no assigned deadline for returning documents. As of the date of this report, those documents have not been received from Mr. Usey.

Further, the JPOIG reached out to the Assistant Parish Attorney, Ken Krobert, who represents the PAB as well as the PAB Secretary, Ambra Sanne. Both individuals confirmed that there is no vetting process for incoming board members to ensure compliance with ordinance.³³ The only information that PAB staff collects from its incoming members is information for payroll processing.³⁴ Appointments to the board are executed through a resolution that comes from the Councilperson who is making the appointment. The Council Chief of Staff, Sonny Burmaster, also confirmed that the Office of the Chief of Staff does not engage in vetting Council appointees.

Thus, each individual Council offices appoint their own selections and create their own resolutions for passage by full Council.

Recommendation:

The JPOIG recommends that the Parish Council ensure through ordinance or other applicable means:

1. That no board member shall be voted upon by the Parish Council until such time as all required documents are properly submitted to the Parish and validated.
2. The Parish should include additional elements into the requirements for service and continued service of PAB members before sitting, and afterwards, to include an attestation on conflicts of interest, receipt of ethics training, and attestation of continued eligibility and required notice of a change on eligibility status.
3. That the process of receiving and validating documents necessary to demonstrate eligibility be identified as the responsibility of a specific entity. There are several entities that could serve in this capacity to include:
 - the Parish Ethics and Compliance Officer/Director,
 - the Office of the Parish Council Chief of Staff, or
 - the Council Clerk.

³² Refer to Attachment M.

³³ Phone call with Mr. Krobert and Mrs. Sanne on 11/30/18.

³⁴ PAB members are paid \$150 per meeting.

Finding # 4: Failure to cooperate as required by JPCO 2-155.10(12).

Condition: It is the duty of every parish officer, department, agency, special district, board and commission to cooperate with the inspector general in any investigation. Any employee, appointed officer or elected official of the parish who violates any provision of this chapter shall be subject to discharge, in addition to any other penalty provided in the Jefferson Parish Charter or ordinances. In the performance of its duties, an “office of the inspector general may compel the attendance of witnesses to be deposed under oath or the production of public and private records by issuing a subpoena.”³⁵

The PAB is a board of the Parish, thus their board members are subject to the duty to “cooperate with the inspector general in any investigation”. Despite repeated efforts, Mr. Usey did not cooperate with the JPOIG. This necessitated the JPOIG to subpoena Mr. Usey’s for an interview. Mr. Usey’s failure to cooperate led to the JPOIG incurring expenses of \$223.97 related to the issuance of a subpoena that would not have otherwise been avoided.

Recommendation:

The JPOIG recommends that Council ensure:

1. An individual currently meeting and having met qualifications for appointment to the PAB be made to replace Mr. Usey given Mr. Usey’s actions during this review, including his failure to comply with the JPCO 2-155.10(12), and the totality of information contained in this report.

Finding # 5: Kirk Usey Claimed Two Homestead Exemptions

Condition:

Kirk Usey owns property in Plaquemines Parish at 2003 Engineers Road, Belle Chasse, LA³⁶ Kirk Usey owns property in Jefferson Parish at 517 Dunbar Place, Terrytown, LA. At the commencement of this investigation, Mr. Usey was claiming a homestead exemption on his residence in Plaquemines Parish and his residence in Jefferson Parish.³⁷

Louisiana Revised Statutes, Under Louisiana Revised Statute 14.71.4, *Homestead exemption fraud*, it is unlawful for any person to intentionally claim more than one homestead exception. Anyone intentionally claiming more than one homestead exemption shall be fined not more than five hundred dollars, imprisoned for not more than six months, or both. In addition to these penalties, a person convicted of homestead exemption fraud shall be ordered to make full restitution to the state or local government which suffered the financial loss.

Recommendation:

Based on the facts, the JPOIG will refer this to Plaquemines Parish and Jefferson Parish enforcement agencies, to include the District Attorneys, the Sheriffs’ offices and the Assessors’ offices.

³⁵ JPCO §2-155.10, *Office of Inspector General*, Subparagraph (19), *Cooperation*.

³⁶ Attachment A, Plaquemine Parish Assessor 2019 Assessment Listing.

³⁷ Attachment E, Jefferson Parish Assessor.

Attachment A

Plaquemines Parish Assessor



BELINDA HAZEL, CLA
PLAQUEMINES PARISH ASSESSOR
P.O. Box 7129
Belle Chasse, LA 70037-7129

2019 PARCEL LISTING

Parcel#2617818

OWNER

USEY, KIRK P
2003 ENGINEERS RD
BELLE CHASSE, LA 70037-

PARCEL# 2617818

Parcel Number	Parcel Type	Ward	Physical Address	Map Number
2617818	R/E TRAILERS	2	2003 ENGINEERS RD	

LOCATIONS- PARCEL#2617818

Subdivision	Lot	Block	Section	Township	Range	Tract	Part	Condo

ITEMS- PARCEL#2617818

Description	Assessed Value	Homestead Value	Market Value	Units	HS Units
Manufactured Housing / Trailers	680	680	6,800	1.00	1.00
Residential Storage (Garage/Barn/Wkshp)	1,120	1,120	11,200	1.00	1.00
Item Totals	1,800	1,800	18,000	2.00	2.00

LEGAL DESCRIPTION- PARCEL#2617818

TRAILER

DEED INFORMATION

Type	Deed Number	Recorded	Book	Page	Sales Price
Older Conveyance			1138	597	0.00

CURRENT OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax From
YES	USEY, KIRK P	YES	100.0000	100.0000

PRIOR OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax	To
	BURAS, LARRY N				

Plaquemines Parish Assessor

2019 Assessment Listing

Parcel#
2617818

Primary Owner

USEY, KIRK P

Mailing Address

2003 ENGINEERS RD
BELLE CHASSE LA 70037

Ward

2

Type

R/E TRAILERS

Legal

TRAILER

Physical Address

2003 ENGINEERS RD

Parcel Items

Property Class	Assessed Value	Units	Homestead
Manufactured Housing / Trailers	680	1.00	680
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	1,120
TOTAL	1,800	2.00	1,800

Deeds

Deed#	Type	Date	Amount	Book	Page
	Older Conveyence	1/1/1900	0	1138	597

Ownership History

014

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
YES	USEY, KIRK P	YES	100.0000	100.0000	1/1/1900		
NO	BURAS, LARRY N	YES	100.0000	100.0000	1/1/1900		

PARISH

Millage	Mills	Taxpayer Tax	Homestead Tax
PARISH WIDE	65.9600	0.00	118.73
TOTALS	65.9600	0.00	118.73

Plaquemines Parish Assessor

2019 Assessment Listing

Parcel#
2617818

Primary Owner
USEY, KIRK P
Mailing Address
2003 ENGINEERS RD
BELLE CHASSE LA 70037

Ward
2

Type
R/E TRAILERS

Legal
TRAILER

Physical Address
2003 ENGINEERS RD

Parcel Items

Property Class	Assessed Value	Units	Homestead
Manufactured Housing / Trailers	680	1.00	0
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	0
TOTAL	1,800	2.00	0

Deeds

Deed#	Type	Date	Amount	Book	Page
	Older Conveyance	1/1/1900	0	1138	597

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To Address
NO	USEY, KIRK P	YES	100.0000	100.0000	1/1/1900	
NO	BURAS, LARRY N	YES	100.0000	100.0000	1/1/1900	

PARISH

Millage	Mills	Taxpayer Tax	Homestead Tax
PARISH WIDE	65.9600	118.73	0.00
TOTALS	65.9600	118.73	0.00

Plaquemines Parish Assessor

2019 Assessment Listing

Parcel#

1163600

Primary Owner

USEY, KIRK P

Mailing Address2003 ENGINEERS RD
BELLE CHASSE LA 70037**Ward**

2

Type

REAL ESTATE

Legal

TRACT A2, L BURAS/M WENDLING PARTITION - 150' FRONT ON S SIDE ON ENGINEERS RD X A DEPTH TO LEVEE 704.65' EXTENDING TO C/L OF INTRACOASTAL WATERWAY & AN ADDITIONAL 310.35' X 150' ALONG C/L OF INTRACOASTAL WATERWAY.

Physical Address

2003 ENGINEERS RD

Parcel Items

Property Class	Assessed Value	Units	Homestead
Waterfront-Industrial Use	34,125	3.50	0
TOTAL	34,125	3.50	0

Deeds

Deed#	Type	Date	Amount	Book	Page
	L&Im - Land & Imp Sale	3/1/2007	260,000	1138	597
83	Ordn - Ordinance	1/14/1999	0	942	596
15	Part - Act of Partition	12/17/1998	0	941	74
46	Land - Land Sale Only	11/20/1997	119,475	919	267
66	Mult - Multi Property Transfer	12/31/1996	238,950	896	543
62	Judg - Judgment	12/27/1991	0	768	408
8	Older Conveyance	10/26/1983	110,000	580	371

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	USEY, KIRK P	YES	100.0000	100.0000	3/1/2007		
NO	BURAS, LARRY N	YES	100.0000	100.0000	1/14/1999	3/1/2007	
NO	ORDINANCE 99-3	YES	100.0000	100.0000	12/17/1998	1/14/1999	
NO	WENDLING, MIHON G JR	YES	100.0000	100.0000	11/20/1997	12/17/1998	
NO	BURAS, LARRY N (1/2 INT)	YES	100.0000	100.0000	12/31/1996	11/20/1997	
NO	VERNON DOWDY TRUST	YES	100.0000	100.0000	12/27/1991	12/31/1996	
NO	DOWDY, VERNON EST	YES	100.0000	100.0000	10/26/1983	12/27/1991	

017

Homestead? Name	Primary? % Ownership	% Tax	From	To	Address
NO	JONES, ROBERT E & MARIE D	YES	100.0000	100.0000 1/1/1900	10/26/1983

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
Engineers Rd (Intracoastal)WU	A2	91		14S	24E	

PARISH

Millage	Mills	Taxpayer Tax	Homestead Tax
PARISH WIDE	65.9600	2,250.88	0.00
TOTALS	65.9600	2,250.88	0.00

Plaquemines Parish Assessor

2019 Assessment Listing

Parcel#
1172900

Primary Owner

USEY, KIRK P

Mailing Address2003 ENGINEERS RD
BELLE CHASSE LA 70037**Ward**

2

Type

REAL ESTATE

LegalPLOTS 8A & 8B, INTERCOASTAL CANAL S/D - PLOT 8A, 100' FRONT ON BAYOU RD X A DEPTH TO R/W LINE APPROX 442'.
PLOT 8B, 100' FRONT ON BAYOU RD X 135' FROM C/L OF WPA CANAL. IMMOBILIZED TRAILER**Physical Address**

405 BAYOU RD

Parcel Items

Property Class	Assessed Value	Units	Homestead
Immobilized Trailer	576	1.00	0
Industrial Acreage (3- acres)	9,450	2.10	0
TOTAL	10,026	3.10	0

Deeds

Deed#	Type	Date	Amount	Book	Page
	L&Im - Land & Imp Sale	7/23/2004	140,000	1075	832
	Land - Land Sale Only	5/30/2002	35,000	1023	412
5	L&Im - Land & Imp Sale	9/22/2000	60,000	986	15
6	Misc	9/22/2000	0	986	19
50	Succ - Succession/Judg of Pos	9/6/1994	0	841	389
34	Succ - Succession/Judg of Pos	5/27/1993	0	806	199
22	Older Conveyence	1/1/1900	5,016	346	121
130	Older Conveyence	1/1/1900	45	350	664
39	Older Conveyence	1/1/1900	0	360	271
60	Older Conveyence	1/1/1900	4,500	381	222

Ownership History

Homestead?	Name	Primary?	% Ownership	% Tax	From	To	Address
NO	USEY, KIRK P	YES	100.0000	100.0000	7/23/2004		
NO	LAFRANCE, JOSEPH E JR & SUSAN G	YES	100.0000	100.0000	5/30/2002	7/23/2004	
NO	STONE, JOHN W JR ET AL	YES	100.0000	100.0000	9/22/2000	5/30/2002	
NO	EAST, ADAM JR ET AL	YES	100.0000	100.0000	9/6/1994	9/22/2000	
NO	IMMOBILIZATION OF TRAILER	YES	100.0000	100.0000	1/1/1900	9/22/2000	
NO	EAST, DAVID SR	YES	100.0000	100.0000	5/27/1993	9/6/1994	
NO	EAST, ADAM EST	YES	100.0000	100.0000	1/1/1900	5/27/1993	
NO	HERO WALL CO	YES	100.0000	100.0000	1/1/1900		
NO	RAYES, CHARLES	YES	100.0000	100.0000	1/1/1900		
NO	MARTIN, MILTON	YES	100.0000	100.0000	1/1/1900		
NO	MARTIN, MILTON	YES	100.0000	100.0000	1/1/1900		

Locations

Subdivision	Block	Lot	Section	Township	Range	Tract
Bayou Rd (WPA Rd)		8B				
Bayou Rd (WPA Rd)		8A				

PARISH

019

Millage	Mills	Taxpayer Tax	Homestead Tax
PARISH WIDE	65.9600	661.31	0.00
TOTALS	65.9600	661.31	0.00

Attachment B

Louisiana Voter Registration Application





Louisiana Voter Registration Application (LA-VRA - Rev. 4/17)

SEE THE OTHER SIDE OF THIS PAGE FOR INSTRUCTIONS →
QUESTIONS? - Call your parish Registrar of Voters Office or call the
Secretary of State at 1-800-883-2805 or (225) 922-0900.

OFFICIAL USE ONLY:

WD: _____ PCT: _____ REG. TYPE: _____ IN/OUT: _____ REG # _____

Please print clearly in ink, preferably black.

Reason for Application: New Voter Registration Updating Voter Registration

Eligibility	1. Are you a citizen of the United States of America?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you answered "No" to these questions, do not complete this form. You are not eligible to vote at this time.
	Will you be 18 years of age on or before election day?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Name	2. LAST NAME: _____	FIRST NAME: _____
	FULL MIDDLE OR MAIDEN NAME: _____	SUFFIX (Sr., Jr., II): _____

Residence Address (Where you live and claim homestead exemption, if any)	HOUSE # & STREET (NO P.O. BOX): _____	UNIT/APT #: _____	Give Location (If Necessary)
	CITY/TOWN: _____	STATE LA ZIP CODE: _____	

Mailing Address (If different from Residence Address)	3. <input type="checkbox"/> Check if no postal service at your residence address above and supply mailing address here.	HOUSE # & STREET/P.O. BOX: _____	UNIT/APT #: _____	
	CITY/TOWN: _____	STATE: _____	ZIP CODE: _____	

Birthdate	4. MM / DD / YYYY	5. *SSN XXX - XX - XXXX	6. Sex <input type="checkbox"/> M <input type="checkbox"/> F	7. Race (Optional) <input type="checkbox"/> WHITE <input type="checkbox"/> BLACK <input type="checkbox"/> ASIAN <input type="checkbox"/> HISPANIC <input type="checkbox"/> AMERICAN INDIAN <input type="checkbox"/> OTHER _____
-----------	-------------------	-------------------------	--	---

Party Affiliation	8. <input type="checkbox"/> DEM <input type="checkbox"/> GRN <input type="checkbox"/> IND <input type="checkbox"/> LBT <input type="checkbox"/> REP <input type="checkbox"/> NO PARTY <input type="checkbox"/> OTHER (Specify) _____	9. Place of Birth CITY/TOWN: _____ STATE: _____ PARISH/COUNTY: _____ COUNTRY: _____
-------------------	--	--

Mother's Maiden Name	10. _____	11. Email (Optional) _____	12. Phone (Optional) Home: (_____) _____ - _____ Other: (_____) _____ - _____
----------------------	-----------	----------------------------	--

LA DL/ID Card #	13. _____ <input type="checkbox"/> I do not have a LA DL/ID card	14. Do you need assistance in voting? <input type="checkbox"/> No <input type="checkbox"/> Yes, Reason: _____
-----------------	--	---

Place of Last Residence	15. HOUSE # & STREET: _____ CITY: _____ STATE: _____	16. Place of Last Registration STATE: _____ PARISH/COUNTY: _____	17. Former Registered Name, if any
-------------------------	--	--	------------------------------------

Affirmation and Signature (read and sign or make your mark)	I do hereby solemnly swear or affirm that I am a United States citizen, that I am of eligible age to register to vote, that I am not currently under an order of imprisonment for conviction of a felony, that I am not currently under a judgment of full interdiction or limited interdiction where my right to vote has been suspended, that I am a bona fide resident of this state and parish, and that the facts given by me on this application are true to the best of my knowledge and belief. If I have provided false information, I may be subject to a fine of not more than \$2,000 (\$5,000 for subsequent offense) or imprisonment for not more than 2 years (5 years for subsequent offense), or both. Any false statement may constitute perjury.		
--	--	--	--

Affirmation and Signature (read and sign or make your mark)	Applicant Signature:	Date: _____
--	----------------------	-------------

Witnesses (If your signature is a mark, you must have two witnesses sign)	19. Witness #1 Signature:	Witness #1 Print Name: _____
	Witness #2 Signature:	Witness #2 Print Name: _____

* Last 4 digits of the social security number are required, if issued, and you have no LA driver's license or LA special ID; full SSN number is preferred but optional.

Note: If you decline to register to vote, this fact will remain confidential and will be used only for voter registration purposes. If you register to vote, the office where your application was submitted will remain confidential and will be used only for voter registration purposes. You may request a copy of your voter registration form at any time from the registrar of voters.

OFFICIAL USE ONLY

 New Registration Updated Registration: Address Change Name Change Party Change Change to Assistance in Voting

REMARKS: _____

CIRCLE ONE:

PA MV RG SDA SS (Disability)

Received by: _____

Date: _____

022



Louisiana Voter Registration Application (LA-VRA - Rev. 4/17)

QUESTIONS? - Call your parish Registrar of Voters Office or call the Secretary of State at 1-800-883-2805 or (225) 922-0900.

APPLICATION INSTRUCTIONS

USE THIS LOUISIANA VOTER REGISTRATION APPLICATION TO: 1) register to vote; 2) change your address; 3) request a name change; 4) change party affiliation; or 5) request assistance in voting.

TO REGISTER AND BE ELIGIBLE TO VOTE AN APPLICANT MUST: 1) be a U.S. citizen; 2) be 17 years old (16 years old if registering to vote in person at the Registrar's Office or the Office of Motor Vehicles), but must be 18 years old before actually voting; 3) not be under an order of imprisonment for conviction of a felony; 4) not be under a judgment of full or limited interdiction where your right to vote has been suspended; 5) reside in the state and parish in which you seek to register and vote.

Instructions: the grey section numbers on this page correspond to the grey section numbers on the application.

Reason for Application: Check "New Voter Registration", if this is a first time registration or if a new registration in a new parish after moving. Check "Updating Voter Registration", if you are making any change to your present registration. If new registration, fill out the form completely.

1. **Eligibility** - Federal law requires you to affirm that you are a citizen of the United States of America and that you will be 18 years of age on or before the election day in which you are eligible to vote. If you answered "No" to these questions, do not complete this application form. You are not eligible to vote at this time. If you are registering as a 16 or 17 year old, you may check "Yes" because you will not be allowed to vote until you are 18.

2. **Name** - You must provide your full name. Do not use nicknames or initials for middle or maiden name. *If this application is for a change of name, please also complete section 17: "Former Registered Name".*

3. **Residence Address** - "Residence Address" means the address (Number, Street, City, State and Zip) where you live and are registering to vote. Residence address **must** be the address where you claim homestead exemption, if any, except for a resident in a nursing home or veterans' home who may choose to use the address of the nursing home or veterans' home or the home where they have a homestead exemption. A college student may elect to use their home address or their address at school while attending. Do not use a post office box for your "Residence Address". If you use a rural route and box number, you may draw a map in box labeled "Give Location" to provide the exact location. Write in the names of the crossroads (streets) nearest to residence. Draw an X to show residence. Use a dot to show any schools, churches, stores or landmarks near residence and write the name of the landmark.

4. **Mailing Address** - If you check that you do not receive postal service at your residence address, you must provide your mailing address (Number, Street, City, State and Zip). Otherwise a mailing address may be provided and you may use a Post Office Box for a mailing address.

5. **Birthdate** - Print your date of birth. The month and day of your birth remains confidential by law.

6. **Social Security Number** - If you do not have a LA driver's license or LA special identification card, you must provide the last four digits of your social security number, if issued. The full social security number is preferred and may be provided on a voluntary basis and will be kept confidential. If you were not issued a social security number, you must attach either one or more documents to prove your identity, residence and date of birth. Documents may be: a) a copy of current and valid photo identification and/or b) a copy of a current utility bill, bank statement, government check, paycheck, or other government document. *Your SSN number remains confidential and is only used for registration purposes.*

7. **Sex** - Check male or female (*for statistical purposes only*).

8. **Race** - Race/Ethnic origin is optional (*for statistical purposes only*).

9. **Party Affiliation** - If you are registering for the first time, you may choose a party affiliation of Democrat, Green, Independent, Libertarian or Republican parties. You may specify any other party affiliation by checking "other" and then listing the party you wish to affiliate. If you do not want to register with a political party affiliation check "No Party", or if you do not complete this section, your party affiliation will be listed as "no party". If you are already registered with a party affiliation and no political party change is being made with this application, you may leave this section blank or re-enter your political party affiliation.

10. **Place of Birth** - Print the city/town, parish/county, state and country of your birth place (*for statistical purposes only*).

11. **Mother's Maiden Name** - Print your mother's maiden name, which is her last name at her birth. If unknown, write "unknown".

12. **Email** - Give your email address for election officials to contact you if there is a problem with your registration. *Email addresses are protected from disclosure by law and are for official use only.*

13. **Phone** - Give your phone numbers for election officials to contact you if there is a problem with your registration. *Phone numbers are optional and a public record unless you make a request for your phone numbers to be kept confidential by election officials.*

14. **LA DL/ID Card #** - Print your LA driver's license or LA special identification card number, if issued. If you do not have one, check "I do not have a LA DL/ID card". *This ID number remains confidential and is for official use only.*

15. **Assistance in Voting Needed?** - Indicate if you will need assistance in voting by checking either the "No" or "Yes" box. If "Yes", write the reason for needing assistance. The registrar of voters in your parish may contact you for proof of disability.

16. **Place of Last Residence** - Print the address (number and street), city, and state of your prior residence, if different from residence address in section 3 or write "Same".

17. **Place of Last Registration** - Print the state and parish (or county) of your last registration if you were registered in another parish or state prior to completing this application. *Important: Contact the local election office in your prior state and cancel your prior registration. Registering in Louisiana does not automatically cancel or transfer your voter registration from another state.*

18. **Former Registered Name** - If you are using this application to make a name change to your registration, print your former registered name (name you are changing) in this section. If name changed by court order, provide a copy of the order with this application.

19. **Affirmation and Signature** - Read the affirmation and sign your full name or make your mark and print the date this application was signed and completed. *If assistance in registering is being provided, make sure the applicant understands what they are affirming and that they meet the requirements to register to vote.*

20. **Witnesses** - If you are unable to sign your name, you may make your mark, but it must be witnessed by two people or it is not valid.

Mailing Instructions - If returned by mail, place in an envelope and mail to your Registrar of Voters Office. You can find your registrar of voters mailing address on the Registrar of Voters Address Page, by visiting our website at www.geauxvote.com or by calling the toll free at 1-800-883-2805. Your application or envelope must be postmarked 30 days prior to the first election in which you seek to vote.

Online Voter Registration - Voter registration is also available at www.geauxvote.com and you may register online before the 20th day prior to the election. Please call your registrar of voters if you do not receive your voter information card two weeks after registering.

Attachment C

Plaquemines Parish Voter Information



Louisiana Secretary of State
Voter Information Report
For Parish PLAQUEMINES - 38 for Voter Registration Number [REDACTED]

Parish: PLAQUEMINES - 38 Wd/Pct: 05/1 Status: Active Registration Date: 03/31/2009

Voter Name: USEY, KIRK PAUL Registration Number: [REDACTED]
[REDACTED]

Residence Address: 2003 ENGINEERS RD
BELLE CHASSE, LA 70037-3118

Mailing Address: 2003 ENGINEERS RD
BELLE CHASSE, LA 70037-3118

Daytime Phone: Home Phone: [REDACTED]
[REDACTED]

[REDACTED] Print Date: 10/29/2018 11:48:28 AM Page: 1

Attachment D

Voter History



Louisiana Secretary of State
Voter Election History Report

For Parish PLAQUEMINES - 38 for Voter Registration Number [REDACTED]

Parish: PLAQUEMINES - 38

Wd/Pct: 05/1

Voter Name: USEY, KIRK PAUL

Registration #: [REDACTED]

Election Date	Vote History
11/06/2018	PLAQUEMINES
11/18/2017	PLAQUEMINES
10/14/2017	PLAQUEMINES
12/10/2016	PLAQUEMINES
11/08/2016	PLAQUEMINES
11/21/2015	PLAQUEMINES
10/24/2015	PLAQUEMINES
12/06/2014	PLAQUEMINES
11/04/2014	PLAQUEMINES
11/16/2013	PLAQUEMINES
05/04/2013	PLAQUEMINES
11/06/2012	PLAQUEMINES
11/19/2011	PLAQUEMINES
10/22/2011	PLAQUEMINES
11/02/2010	PLAQUEMINES
10/02/2010	PLAQUEMINES
08/28/2010	PLAQUEMINES
11/14/2009	PLAQUEMINES
05/02/2009	PLAQUEMINES
04/04/2009	JEFFERSON
12/06/2008	JEFFERSON
11/04/2008	JEFFERSON
10/04/2008	JEFFERSON
09/08/2008	JEFFERSON
03/08/2008	JEFFERSON
02/09/2008	JEFFERSON
11/17/2007	JEFFERSON
10/20/2007	JEFFERSON
07/21/2007	JEFFERSON
03/31/2007	JEFFERSON
12/09/2006	JEFFERSON

Attachment E

Jefferson Parish Assessor Information



THOMAS J CAPELLA
ASSESSOR
JEFFERSON PARISH
TAXPAYER INFORMATION SHEET
DATE AND TIME OF RUN- 10/29/2018

PARCEL # 0200002457

NAME & ADDRESS

USEY,KIRK
517 DUNBAR PL
TERRYTOWN, LA 70056

ASSESSMENT ITEMS

	<u>Value</u>	<u>Assessment</u>
RESIDENTIAL SUBDIVISION LOT (<= 1 Acre)	43,500	4,350
SINGLE FAMILY RESIDENCE	53,900	5,390
<hr/> TOTAL	<hr/> 97,400	<hr/> 9,740

DESCRIPTION

LOT 36-A SQ 41 SEC 4
TERRYTOWN

IMPROVEMENT
ADDRESS

517 DUNBAR PL

COB Book/Page: 3042/883

Roll Type: REAL

Last Bill Sent Year/Bill#: 2018/16510

Homestead Exemption Status: Regular

The Total Assessment listed above is subject to change. The most current ownership information can be obtained from the Office of the Jefferson Parish Clerk of Court.

Attachment F

Jefferson Parish Parcel Listing



2019 PARCEL LISTING

Parcel#0200002457

PARISH TAXES

<i>Millage</i>	<i>Mills</i>	<i>Taxpayer</i>	<i>Homestead</i>
01 PARISH OF JEFFERSON	1.31	2.93	9.83
03 JEFF. LIBRARY MAINTENANCE	6.17	13.82	46.28
04 JEFF. HEALTH UNIT	2.14	4.79	16.05
05 JUVENILE DETENTION HOME	3.32	7.44	24.90
06 Const. Millage 1045006	0.54	1.21	4.05
06 Coroner Foren. Fac. 1045085	0.97	2.17	7.28
07 COURT & JUDICIAL/COMM. PARK	0.97	2.17	7.28
09 SPECIAL SERVICES DIST.	2.42	5.42	18.15
12 TRANSPORTATION SYSTEM	1.90	4.26	14.26
13 TRANSPORT. SYSTEM, DISABLED, ETC	0.95	2.13	7.12
16 CONS. GARBAGE DIST. #1	3.86	8.65	28.95
21 SHERIFF	8.28	18.55	62.10
23 CONS SEWER D#1 EAST&WEST	3.46	7.75	25.95
29 FIRE PROT. DIST. #5	19.09	42.76	143.17
34 CONS WATER DST #1 1045106 C	3.43	7.68	25.72
41 CONS. REC, CCPD (was 1 & 2)	10.00	22.40	75.00
64 CONS DRAIN D#2 1045094 (SELA)	4.73	10.60	35.48
64 CONS DRAIN D#2 1045102 M	4.64	10.39	34.80
75 School Dist. No. 1 1045079 M	4.00	8.96	30.00
75 School District 1045098 J	9.00	20.16	67.50
75 School District Regular 1045075 C	2.91	6.52	21.83
75 Schools Parishwide 1045076 M	7.00	15.68	52.50
79 Constitutional 1045002	5.03	11.27	37.72
79 Special 1045108	4.75	10.64	35.63
80 PARISH CONS. ROAD LIGHT DIST.	2.90	6.50	21.76
81 INSPECTOR GENERAL	0.48	1.08	3.60
Totals	114.25	255.93	856.91

PARCEL TAX HISTORY- PARCEL#0200002457

<i>Tax Year</i>	<i>Total Tax</i>	<i>Total Taxpayer</i>	<i>Homestead Tax</i>	<i>Total Value</i>	<i>Total Homestead Value</i>
2018	1,112.84	255.93	856.91	9,740	7,500
2017	1,066.57	245.29	821.28	9,740	7,500
2016	1,045.14	240.36	804.78	9,740	7,500
2015	1,092.80	268.25	824.55	9,940	7,500
2014	1,079.47	264.98	814.49	9,940	7,500
2013	1,042.89	256.00	786.89	9,940	7,500
2012	1,042.89	256.00	786.89	9,940	7,500
2011	1,050.51	262.65	787.86	10,000	7,500
2010	1,024.62	256.19	768.43	10,000	7,500
2009	1,024.62	256.19	768.43	10,000	7,500
2008	1,014.15	253.57	760.58	10,000	7,500
2007	778.00	0.00	778.00	7,030	7,030
2006	730.55	0.00	730.55	7,030	7,030
2005	787.98	0.00	787.98	7,030	7,030
2004	759.03	0.00	759.03	7,030	7,030
2003	699.01	0.00	699.01	6,390	6,390
2002	638.12	0.00	638.12	6,390	6,390
2001	633.63	633.63	0.00	6,390	0
2000	558.71	0.00	558.71	6,390	6,390
1999	594.36	0.00	594.36	5,560	5,560

THE TOTAL ASSESSMENT LISTED ABOVE IS SUBJECT TO CHANGE. THE MOST CURRENT OWNERSHIP INFORMATION CAN BE OBTAINED FROM THE OFFICE OF THE JEFFERSON PARISH CLERK OF COURT.

Attachment G

Plaquemines Parish Parcel Listing



BELINDA HAZEL, CLA
PLAQUEMINES PARISH ASSESSOR
P.O. Box 7129
Belle Chasse, LA 70037-7129

2019 PARCEL LISTING

Parcel#2617818

OWNER

USEY, KIRK P
2003 ENGINEERS RD
BELLE CHASSE, LA 70037-

PARCEL# 2617818

Parcel Number	Parcel Type	Ward	Physical Address	Map Number
2617818	R/E TRAILERS	2	2003 ENGINEERS RD	

LOCATIONS- PARCEL#2617818

Subdivision	Lot	Block	Section	Township	Range	Tract	Part	Condo

ITEMS- PARCEL#2617818

Description	Assessed Value	Homestead Value	Market Value	Units	HS Units
Manufactured Housing / Trailers	680		6,800	1.00	0.00
Residential Storage (Garage/Barn/Wkshp)	1,120		11,200	1.00	0.00
Item Totals	1,800		18,000	2.00	0.00

LEGAL DESCRIPTION- PARCEL#2617818

TRAILER

NOTES:

Remove homestead for 2019 per Raye Usey. SMT

DEED INFORMATION

Type	Deed Number	Recorded	Book	Page	Sales Price
Older Conveyance			1138	597	0.00

CURRENT OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax From
NO	USEY, KIRK P	YES	100.0000	100.0000

PRIOR OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax	To
	BURAS, LARRY N				

PARCEL TAX HISTORY- PARCEL#2617818

Tax Year	Total Tax	Total Taxpayer	Homestead Tax	Total Value	Total Homestead Value
2018	118.73	0.00	118.73	1,800	1,800
2017	121.48	0.00	121.48	1,800	1,800
2016	121.52	0.00	121.52	1,800	1,800
2015	117.95	0.00	117.95	1,800	1,800
2014	117.95	0.00	117.95	1,800	1,800
2013	112.54	112.54	0.00	1,800	0
2012	111.30	111.30	0.00	1,780	0
2011	92.55	92.55	0.00	1,480	0

Attachment H

Plaquemines Parish Payment of Back Taxes



BELINDA HAZEL, CLA
PLAQUEMINES PARISH ASSESSOR
P.O. Box 7129
Belle Chasse, LA 70037-7129

2019 PARCEL LISTING

Parcel#2617818

OWNER

USEY, KIRK P
2003 ENGINEERS RD
BELLE CHASSE, LA 70037-

PARCEL# 2617818

Parcel Number	Parcel Type	Ward	Physical Address	Map Number
2617818	R/E TRAILERS	2	2003 ENGINEERS RD	

LOCATIONS- PARCEL#2617818

Subdivision	Lot	Block	Section	Township	Range	Tract	Part	Condo

ITEMS- PARCEL#2617818

Description	Assessed Value	Homestead Value	Market Value	Units	HS Units
Manufactured Housing / Trailers	680		6,800	1.00	0.00
Residential Storage (Garage/Barn/Wkshp)	1,120		11,200	1.00	0.00
Item Totals	1,800		18,000	2.00	0.00

LEGAL DESCRIPTION- PARCEL#2617818

TRAILER

NOTES:

Remove homestead for 2019 per Raye Usey. SMT

DEED INFORMATION

Type	Deed Number	Recorded	Book	Page	Sales Price
Older Conveyance			1138	597	0.00

CURRENT OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax From
NO	USEY, KIRK P	YES	100.0000	100.0000

PRIOR OWNERSHIP

HS	Owner Name	Primary	% Owned	% Tax	To
	BURAS, LARRY N				

PARCEL TAX HISTORY- PARCEL#2617818

Tax Year	Total Tax	Total Taxpayer	Homestead Tax	Total Value	Total Homestead Value
2018	118.73	0.00	118.73	1,800	1,800
2017	121.48	0.00	121.48	1,800	1,800
2016	121.52	0.00	121.52	1,800	1,800
2015	117.95	0.00	117.95	1,800	1,800
2014	117.95	0.00	117.95	1,800	1,800
2013	112.54	112.54	0.00	1,800	0
2012	111.30	111.30	0.00	1,780	0
2011	92.55	92.55	0.00	1,480	0

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:35:18 PM****Tax Notice#** 2617818**Tax Year** 2013**Taxpayer**

USEY, KIRK P

*** DUNBAR PL

GRETNNA LA *****

Taxes	Interest	Cost	Other	Paid	Balance
112.54	0.00	0.00	0.00	112.54	0.00

Legal

TRAILER#26230 ASSESSED 680 TYPE:8 TRIUMPH

14716696

Parcels

Parcel#	Address	% Tax
2617818		100.0000

History

Date	Description	Amount
11/20/2013	ORIGINAL TAXES	112.54
12/11/2013	PAYMENT	-112.54

Items

Class	Value	Units	Homestead
TRAILERS	680	0.00	0
TRAILER IMPR. REAL ESTATE	1,120	0.00	0

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:34:51 PM****Tax Notice#** 2617818**Tax Year** 2014**Taxpayer**

USEY, KIRK P

**** ENGINEERS RD

BELLE CHASSE LA ****

Taxes	Interest	Cost	Other	Paid	Balance
0.00	0.00	0.00	0.00	0.00	0.00

Legal

TRAILER

Parcels

Parcel#	Address	% Tax
2617818	2003 ENGINEERS RD	100.0000

History

Date	Description	Amount
11/3/2014	ORIGINAL TAXES	0.00

Items

Class	Value	Units	Homestead
R/E TRAILER	680	0.00	680
TRAILER IMPROVEMENT	1,120	0.00	1,120

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:34:26 PM****Tax Notice#** 2617818**Tax Year** 2015**Taxpayer**

USEY, KIRK P

**** ENGINEERS RD

BELLE CHASSE LA ****

Taxes	Interest	Cost	Other	Paid	Balance
117.95	0.00	0.00	0.00	117.95	0.00

Legal

TRAILER

Parcels

Parcel#	Address	% Tax
2617818	2003 ENGINEERS RD	100.0000

History

Date	Description	Amount
10/29/2015	ORIGINAL TAXES	0.00
11/24/2018	CHANGE ORDER (SUPPLEMENTAL)	117.95
11/28/2018	PAYMENT	-117.95

Items

Class	Value	Units	Homestead
Manufactured Housing/ Trailers	680	1.00	0
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	0

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:34:02 PM****Tax Notice#** 2617818**Tax Year** 2016**Taxpayer**

USEY, KIRK P

**** ENGINEERS RD

BELLE CHASSE LA ****

Taxes	Interest	Cost	Other	Paid	Balance
121.52	0.00	0.00	0.00	121.52	0.00

Legal

TRAILER

Parcels

Parcel#	Address	% Tax
2617818	2003 ENGINEERS RD	100.0000

History

Date	Description	Amount
11/10/2016	ORIGINAL TAXES	0.00
11/24/2018	CHANGE ORDER (SUPPLEMENTAL)	121.52
11/28/2018	PAYMENT	-121.52

Items

Class	Value	Units	Homestead
Manufactured Housing / Trailers	680	1.00	0
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	0

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:33:30 PM****Tax Notice#** 2617818**Tax Year** 2017**Taxpayer**

USEY, KIRK P

**** ENGINEERS RD

BELLE CHASSE LA ****

Taxes	Interest	Cost	Other	Paid	Balance
121.48	0.00	0.00	0.00	121.48	0.00

Legal

TRAILER

Parcels

Parcel#	Address	% Tax
2617818	2003 ENGINEERS RD	100.0000

History

Date	Description	Amount
11/16/2017	ORIGINAL TAXES	0.00
11/24/2018	CHANGE ORDER (SUPPLEMENTAL)	121.48
11/28/2018	PAYMENT	-121.48

Items

Class	Value	Units	Homestead
Manufactured Housing / Trailers	680	1.00	0
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	0

Plaquemines Parish - Tax Notice Inquiry**1/25/2019 1:32:00 PM****Tax Notice#** 2617818**Tax Year** 2018**Taxpayer**

USEY, KIRK P

**** ENGINEERS RD

BELLE CHASSE LA ****

Taxes	Interest	Cost	Other	Paid	Balance
118.73	0.00	0.00	0.00	118.73	0.00

Legal

TRAILER

Parcels

Parcel#	Address	% Tax
2617818	2003 ENGINEERS RD	100.0000

History

Date	Description	Amount
11/1/2018	ORIGINAL TAXES	0.00
11/24/2018	CHANGE ORDER (SUPPLEMENTAL)	118.73
11/28/2018	PAYMENT	-118.73

Items

Class	Value	Units	Homestead
Manufactured Housing / Trailers	680	1.00	0
Residential Storage (Garage/Barn/Wkshp)	1,120	1.00	0

Attachment I

Planning Advisory Board Per Diem



JEFFERSON PARISH

HR7150S1

1/24/19

Employee Inquiry

-Check Inquiry-----

--HR7300S1--

KIRK P USEY

Type options, press Enter.

Reset: _____

8=Benefits 9=Deductions 10=Earnings 11=Accruals

----Check-----		Pay End		Total		
Opt	Date	Number	Date	Gross Pay	Withholding	Net Pay
—	1/11/19	2684981	1/04/19	450.00	37.06	412.94
—	12/14/18	2678033	12/07/18	150.00	11.47	138.53
—	11/02/18	2667648	10/26/18	450.00	37.06	412.94
—	10/05/18	2660772	9/28/18	600.00	51.83	548.17
—	9/07/18	2653431	8/31/18	600.00	51.83	548.17
—	8/10/18	2646317	8/03/18	600.00	51.83	548.17
—	7/27/18	2642595	7/20/18	600.00	51.83	548.17
—	6/15/18	2632096	6/08/18	600.00	51.83	548.17

Bottom

-F3=Exit F5=Refresh F7=Full Exit F12=Cancel F22=More Keys-----

Attachment J

Memo to Council





OFFICE OF INSPECTOR GENERAL JEFFERSON PARISH

DAVID N. MCCLINTOCK
INSPECTOR GENERAL



November 07, 2017

Confidential Memorandum to the Council

To: Councilwoman At-Large Cynthia Lee-Sheng
Councilman At-Large Christopher L. Roberts
Councilman Ricky J. Templet
Councilman Paul D. Johnston
Councilman Mark D. Spears
Councilman Dominick Impastato
Councilwoman Jennifer Van Vrancken

From: David N. McClintock, Inspector General

Subject: JPOIG Case# 2018-0028

Honorable Parish Council this memorandum relates to information developed during an active investigation and is relevant to the legality and propriety of Mr. Kirk Usey's appointment to the Jefferson Parish Planning Advisory Board (PAB). Mr. Usey was appointed to the PAB on 04/25/2018 by Councilman Spears via council resolution on 04/25/2018.¹

The Jefferson Parish Code of Ordinances

The Jefferson Parish Code of Ordinances establishes the PAB in accordance with Section 4.06, Advisory and Quasi-Judicial Boards of the Jefferson Parish Charter. Per the Ordinances, the requirements to be a PAB member includes:²

- a. Be a resident of Jefferson Parish,
- b. Be a qualified voter of Jefferson Parish,

I.

II.

III.

Be a resident of Jefferson Parish

According to the assessors website "only one homestead exemption in the State of Louisiana can be granted on a home that is owned and permanently occupied as a domicile." Further, "[a] homestead exemption cannot be applied to a property that is not permanently occupied by its owner."³ Lastly, the Louisiana Revised Statutes indicates "It is unlawful for any person to intentionally claim more than one homestead exemption."⁴

According to information obtained by the JPOIG Mr. Usey is claiming homestead exemptions in

¹ Resolution 131283.

² JPCO § Sec.33-1.22 (2).

³ <http://www.ipassessor.com/resources/homestead-exemption>

⁴ LA Rev Stat § 14:71.4 (2016).

both Jefferson and Plaquemines Parishes.

Be a Qualified Voter of Jefferson Parish

Section #3 of the Louisiana Voter Registration application requires the applicant to list where they live and claim homestead exemption. The information is used by the applicable Registrar of Voters to determine where the applicant lives and is eligible to vote. Information obtained by the JPOIG reflects that Mr. Usey has been, and is currently registered to vote in Plaquemines Parish, Ward/Precinct 05/1, since 03/31/2009.⁵ The records reflect that in April of 2018 Mr. Usey was, and remains, ineligible to serve on the PAB and that the appointment is likely in violation of Parish Ordinances.

Summation

This confidential interim investigative memorandum is intended to serve as an advisory to the Parish Council and Administration regarding the eligibility of Mr. Usey to serve as a board member of the PAB. The JPOIG is aware that the PAB is scheduled to hold a public meeting and otherwise conduct official business on 11/08/2018.

Lastly, as this matter remains active I would like to remind recipients that the subject matter of the memorandum remains confidential and protected pursuant to LA RS § 33:9614.

cc: Jeremy Dwyer – Parish Attorney

⁵ Refer to Attachment A.

Louisiana Secretary of State
Voter Information Report
For Parish PLAQUEMINES - 38 for Voter Registration Number [REDACTED]

Parish: PLAQUEMINES - 38 Wd/Pct: 05/1 Status: Active Registration Date: 03/31/2009

Voter Name: USEY, KIRK PAUL Registration Number [REDACTED]
[REDACTED]

Residence Address: 2003 ENGINEERS RD
BELLE CHASSE, LA 70037-3118

Mailing Address: 2003 ENGINEERS RD
BELLE CHASSE, LA 70037-3118

Daytime Phone: Home Phone: [REDACTED]
[REDACTED]

[REDACTED] Print Date: 10/29/2018 11:48:28 AM Page: 1

Attachment K

PAB Meeting Minutes



PLANNING ADVISORY BOARD PUBLIC MEETING NOTICE
GENERAL MEETING
NOVEMBER 08, 2018 5:00 P.M.
1221 ELMWOOD PARK BLVD. SUITE 604
JEFFERSON, LA 70123

MINUTES

A General Meeting was held in the office of the Planning Advisory Board in Suite 604 of the Joe Yenni Building at 5:00 p.m.

Members of the Planning Advisory Board present were:

Robert Ventura, Chairman
Lynne Parker, Member
Darrel Beerbohm, Member
Phil Biondillo, Member
Kirk Usey, Member, Absent
Leeann Roser Manalla, Member
Sam Russo, Member, Absent

The Planning Department was represented by Jay Hebert, Planner and Juliette Cassagne, Assistant Director.

Present were Danny Ferrara, Plan Reviewer, Inspection & Code Enforcement, Ken Krobert, Assistant Parish Attorney Ambra Sanne, Secretary and Francois Ancar, Research Analyst.

ADOPTION OF MINUTES:

Upon motion of Ms. Biondillo, seconded by Mr. Beerbohm, with Mr. Russo and Mr. Usey absent, the Board voted to approve the minutes of 10/18/18

Mr. Ken Krobert, Assistant Parish Attorney, stated that he was advised by Jeremy Dwyer, Parish Attorney that Mr. Usey is not to participate in any Planning Advisory Board business.

Mr. Usey is presently under an on-going investigation by the Office of Inspector General that he did not meet the qualifications at the time of his appointment.

Until the investigation is complete Mr. Usey will not participate in any Planning Advisory Board functions.

SCHEDULED SUBDIVISION & ZONING CASES FOR 11/15/2018:

ES-142-18-PF Subdivision of Lots 15, 16, 39, and 40, Sq. 10, Jefferson Heights Subdivision into Lot 40-A, Jefferson Heights Subdivision, Jefferson Parish, Louisiana with a waiver to the requirements of the Unified Development Code for the creation of a through lot abutting single frontage lots in a residential zoning district; located at 220 Jefferson Heights Ave., bounded by Bradley Dr., St. George Ave., and South Drive.; zoned R-1A Single Family Residential District. (Council District 2)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for approval.

- Proposed Lot 40-A will allow for sufficient buildable area similar to other development sites on the block while maintaining the character of the neighborhood.

ES-143-18-PF Subdivision of Lots G, H, I, and J, Square 13, Shrewsbury Subdivision into Lots H1, H2, H3, H4, G1, G2, G3, and G4, Square 13, Shrewsbury Subdivision, Jefferson Parish, Louisiana with waivers to the area regulations of the requested R-1 TH Townhouse District in accordance

with Sec. 33-2.35 *Subdivision Waivers* of the Unified Development Code; located on N. Hullin Ave., bounded by Seventh St., Severn Ave., and Sixth St.; zoned R-1A Single-Family Residential District (proposed R-1 TH Townhouse District). (Council District 5)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for approval.

- The proposed lots meet the area requirements of the R-1TH district.
- Although a waiver for front yard setbacks is being requested, the deficiency will have minimal negative impacts on abutting properties and will enhance the streetscape since it facilitates parking in the rear.
- The uniform façade fronting along N. Hullin St. and the placement of the required parking at the rear of the lots complement the existing townhouses across the street and make a positive contribution to public space.

ELUZ-22-18 Reclassification of Lots G, H, I, and J (proposed Lots H1, H2, H3, H4, G1, G2, G3, and G4), Square 13, Shrewsbury Subdivision, Jefferson Parish, Louisiana; located on N. Hullin Ave., bounded by Seventh St., Severn Ave., and Sixth St. from R-1A Single-Family Residential District to R-1 TH Townhouse District and a Future Land Use Map change from LMR Low-Medium Density Residential to MDR Medium Density Residential. (Council District 5)

Mr. Hebert summarized the Planning Department's zoning/land use report and recommendation for approval.

- The R-1TH district promotes a range of housing opportunities and is compatible with the permitted uses in the surrounding R-1A and R-2 districts, as well as the nearby CD-R and BC-2 districts that comprise the Metairie CBD.

ES-145-18-PF Subdivision of Parcels C-1B-A2 and C-1B-A1-A, Elmwood Village Center Subdivision into Parcels C-1B-A4 and C-1B-A1-B, Elmwood Village Center Subdivision, Jefferson Parish, Louisiana; located at 1400 S. Clearview Pkwy., bounded by Citrus Blvd., Elmwood Park Blvd., and Moues St.; zoned M-2 Industrial District/CPZ Commercial Parkway Overlay Zone. (Council District 2)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for approval.

- Proposed Parcels C-1B-A1-B and C-1B-A4 exceed the area requirements of the CPZ, Commercial Parkway Overlay Zone and maintain satisfactory building sites. Further, the Parish and property owners will enter into a development agreement for sewer line improvements to facilitate a proposed outdoor seating area.

ES-146-18-PF Subdivision of Lots 1, 2, 3, 4, 5, 6, 7, 24, 25, and 26, Square 140, Harlem Subdivision into Lot 24A, Square 140, Harlem Subdivision, Jefferson Parish, Louisiana with a waiver to the requirements of the Unified Development Code for the creation of a through lot abutting single frontage lots in a residential zoning district; located at Andover St. and Westbury St., bounded by Causeway Blvd. and Claiborne Dr.; zoned C-2 General Commercial District. (Council District 2)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for approval.

- The proposed subdivision consolidates property that has historically functioned as a single development site with frontage on Andover St, and Westbury St.
- The proposed lot exceeds all applicable minimum width, depth, and area requirements.

ES-154-18-PF

Subdivision of Lot D-4, Square 35, Metairieville Subdivision into Lots D-5 and D-6, Square 35, Metairieville Subdivision, Jefferson Parish, Louisiana with waivers to the area regulations of the R-2 Two-Family Residential District in accordance with *Sec. 33-2.35 Subdivision Waivers* of the Unified Development Code; located at 346 Carrollton Ave., bounded by Frisco Ave., Papworth Ave., and Pink St.; zoned R-2/MRTPD Metairie Ridge Tree Preservation District. (Council District 5)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for denial.

- Proposed Lots D-5 and D-6 are substantially substandard and not consistent or compatible with the established pattern of lot area and lot arrangement along Carrollton Avenue.

SCHEDULED SITE PLAN CASES FOR 11/15/18:**EVM-3-18**

Request for approval of an Electronic Variable Message (EVM) sign in the R-1D Rural Residential District for John Curtis Christian School on Lot A1B, Colonial Farms Subdivision, Jefferson Parish, Louisiana; located at 10125 Jefferson Hwy., bounded by Celeste Ave., Lucy Ct., Nelson Dr., and Manguno Dr.; zoned R-1D Rural Residential District/CPZ Commercial Parkway Overlay Zone. (Council District 2)

Mr. Hebert summarized the Planning Department's site plan review report and recommendation for approval.

- The proposed sign meets applicable detached sign criteria.

CPZ-39-18

Request for variances to the parking requirements and sign regulations of the C-1 Neighborhood Commercial District/CPZ Commercial Parkway Overlay Zone for an Xplore Federal Credit Union ATM on Lot Y, Square 14, Elmeer Place as Extended and Lot X, Square 9, Ferndale Subdivision, Jefferson Parish, LA; located at the Sena Mall Shopping Center 1105-1111 Veterans Memorial Blvd. and 612 Sena Dr., bounded by Elmeer Ave., Pomona St., and Sena Dr.; zoned C-1/CPZ. (Council District 5)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for denial.

- The existing deficiency in required parking and the potential negative traffic impacts from vehicles queueing in and entering and exiting the ATM drive-through would be detrimental to the vehicular circulation and parking capacity of the development as well as the surrounding land uses.

CPZ-50-18

Request for a variance to area and landscape regulations and the sign regulations of the C-2 General Commercial District/CPZ Commercial Parkway Overlay Zone for Paretti Mazda on Lot K-A, Square 32, Lake Villas Subdivision, Jefferson Parish, Louisiana; located at 4032 Veterans Memorial Blvd., bounded by Richland Ave., Quincy St., and Lake Villa Dr.; zoned C-2/CPZ. (Council District 5)

Mr. Hebert summarized the Planning Department's subdivision report and recommendation for mixed recommendations. Denial of the area and landscape variances and approval of the sign variance.

- The purpose of the Commercial Parkway Overlay Zone is to provide buffers along commercial uses, decrease the amount of paved area, and to coordinate green space in commercial area. The proposed variances to the area and landscape regulations negate the intention of the CPZ overlay.
- Although the proposed attached signage exceeds the number of attached signs allowed,

- the total square footage is below the area allowed for one attached sign.
- The proposed amount of signage is suitable for the development's size and is in character with the surrounding development along the Veterans Memorial Blvd. corridor.
- The size and height of the directional signs provide enhanced visibility along Veterans Memorial Blvd.

OTHER BUSINESS:

None

\

MOTION TO ADJOURN:

Upon motion of Ms. Manalla, seconded by Mr. Beerbohm, with Mr. Russo and Mr. Usey absent, the Board voted to adjourn the meeting.

Ambra Sanne
PAB Secretary

Attachment L

Updated Jefferson Parish Voter Registration



Louisiana Secretary of State
Voter Information Report

For Parish JEFFERSON - 26 for Voter Registration Numbr [REDACTED]

Parish: **JEFFERSON - 26**

Wd/Pct: **00/228**

Status: **Active**

Registration Date: **11/01/2018**

Voter Name: **USEY, KIRK PAUL**

Registration Number: [REDACTED]

[REDACTED]

Residence Address: **517 DUNBAR PL**
TERRYTOWN, LA 70056-2818

Mailing Address: **517 DUNBAR PL**
TERRYTOWN, LA 70056-2818

Daytime Phone:

[REDACTED]

Attachment M

Letter from Parish Clerk





PARISH COUNCIL

JEFFERSON PARISH LOUISIANA

OFFICE OF THE COUNCIL

May 1, 2018

CYNTHIA LEE-SHENG
Chairwoman

CHRISTOPHER L. ROBERTS
Councilman At- Large, Div. A

CYNTHIA LEE-SHENG
Councilwoman At- Large, Div. B

RICKY J. TEMPLET
Council District 1

PAUL D. JOHNSTON
Council District 2

MARK D. SPEARS
Council District 3

DOMINICK F. IMPASTATO III
Council District 4

JENNIFER VAN VRANCKEN
Council District 5

WESTBANK
POST OFFICE BOX 9
GRETNNA, LA 70054
(504) 364-2600

EASTBANK
POST OFFICE BOX 10242
JEFFERSON, LA 70181-0242
(504) 736-6600

SONNY BURMASTER
Chief of Staff

EULA A. LOPEZ
Parish Clerk
OFFICE OF THE CLERK
200 DERBIGNY ST.
SUITE 6700
GRETNNA, LA 70054
(504) 364-2626

Mr. Kirk Usey
Planning Advisory Board
517 Dunbar Place
Gretna, LA 70056

Dear Mr. Usey:

Enclosed please find a copy of **Resolution No. 131283** adopted by the Jefferson Parish Council, on Wednesday, April 25, 2018 regarding your appointment to the Planning Advisory Board, Council District 3 .

Please find attached four (4) copies of the Oath of Office and one (1) copy of the Business Relationship Affidavit that are required to be completed and notarized. Also, enclosed is a Board Packet with information for Board Members.

Please return all five (5) notarized documents to Eula A. Lopez, Jefferson Parish Parish Clerk, 200 Derbigny Street, General Government Building, Suite 6700, Gretna, LA 70053. My office will file the Oath of Office documents with the Jefferson Parish Clerk of Court's Office.

If there are any questions, please contact me.

Yours truly,

Eula A. Lopez, Parish Clerk
Jefferson Parish Council

EAL/kbo
enclosures

On motion of **Mr. Spears**, seconded by **Ms. Lee-Sheng**, the following resolution was offered:

RESOLUTION NO. 131283

A resolution appointing Mr. Kirk Usey to the Planning Advisory Board as the representative of Council District Three, replacing Mr. Thomas Scrubbs. (Council District 3)

NOW, THEREFORE, BE IT RESOLVED by the Jefferson Parish Council of Jefferson Parish, Louisiana, acting as governing authority of said Parish;

SECTION 1. That Mr. Kirk Usey is hereby appointed to the Planning Advisory Board as the representative of Council District Three, replacing Mr. Thomas Scrubbs.

SECTION 2. The Parish Clerk is hereby requested to forward a copy of this resolution to Mr. Kirk Usey, Usey, 517 Dunbar Place, Gretna, Louisiana, 70056; and to Mr. Thomas Scrubbs, 1613 Somerset Place, Marrero, Louisiana 70072.

The foregoing resolution have been submitted to a vote, the vote thereon was as follows:

YEAS: 7 NAYS: None ABSENT: None

The resolution was declared to be adopted on this the **25th day of April, 2018**.

THE FOREGOING IS CERTIFIED
TO BE A TRUE & CORRECT COPY


EULA A. LOPEZ
PARISH CLERK
JEFFERSON PARISH COUNCIL

STATE OF LOUISIANA

I, _____ residing at _____
Post Office in the Parish of _____

do solemnly swear or affirm that I will
support the Constitution and the Laws of the United States and the Constitution
and Laws of this State, and that I will faithfully and impartially discharge and
perform all the duties incumbent upon me as

according to the best of my ability and understanding.

So help me God.

**Sworn to and subscribed before me
this _____ day of _____
A. D. 20 ____.**

_____ **Member**

_____ **Notary Public**

BUSINESS RELATIONSHIP AFFIDAVIT

STATE OF LOUISIANA

PARISH OF JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared,
_____, (Affiant) who after being duly sworn, deposed and
said that he/she does not share in any compensation received by any business or firm which a
member of the Jefferson Parish Council either partially or fully owns or controls, excluding
publicly traded companies.

Signature of Affiant

Printed name of Affiant

SWORN to and subscribed to before me, Notary Public, on this _____ day of
_____, 20 _____.

NOTARY PUBLIC

Printed name of Notary: _____

Notary Public ID No.or Bar Roll No.: _____

My commission expires: _____

Attachment N

Responses





CYNTHIA LEE-SHENG
COUNCILWOMAN AT- LARGE
DIVISION B
JEFFERSON PARISH

EASTBANK
1221 ELMWOOD PARK BLVD. SUITE 1018
JEFFERSON, LOUISIANA 70123
OFFICE: (504) 736-6016

WESTBANK
200 DERBIGNY STREET, SUITE 6200
GRETNA, LOUISIANA 70053
OFFICE: (504) 364-2624

May 10, 2019

Via Electronic Mail

David N. McClintock
Jefferson Parish Inspector General
5401 Jefferson Highway, Suite C
Jefferson, LA 70123

Re: Office of Inspector General-Jefferson Parish-Confidential Draft Report- 2018-0028

Mr. McClintock:

In connection with the above-referenced matter, my staff met with you and the Office of Research and Budget to discuss your draft report. That meeting produced some relevant suggestions that I believe warrant further discussion in order to ensure that board appointees submit properly completed paperwork necessary for them to serve in their appointed positions. I will ask the Director of Governmental Ethics and Compliance to help identify the proper Parish department to be responsible for both revising the paperwork and for reviewing and forwarding these records, including the appointees' oaths of office, to the Council Clerk.

Thank you for your assistance, and for providing us an opportunity to respond.

If you have any questions, please contact me at your earliest convenience.

Regards,

A handwritten signature in blue ink, appearing to read "Cynthia Lee Sheng".

Cynthia Lee Sheng
Councilwoman at Large Division B
Jefferson Parish



DOMINICK F. IMPASTATO, III
COUNCILMAN, DISTRICT 4
JEFFERSON PARISH

SUITE 1015
1221 ELMWOOD PARK BLVD.
JEFFERSON, LOUISIANA 70123
OFFICE: (504) 736-6622

Jefferson Parish Office of Inspector General
Attn: David McClintock
990 N Corporate Dr., Suite 300
Elmwood, LA 70123

**Council District 4 Response to JPOIG Investigation – 2018-0028
Planning Advisory Board Member**

Our office is in receipt of the Confidential Draft Report dated March 27, 2019 regarding Planning Advisory Board (PAB) Member, Kirk Usey. After meeting with the Inspector General's Office on April 23, 2019, our office provides the following in response to the recommendations made by that office in accordance with the report.

Recommendation #1 – Establish policy and procedure, the purpose of which is to ensure that Council nominees for appointment to Parish board meet qualifications for appointment

In connection with the Planning Department, our office will work to propose amendments to Jefferson Parish Code of Ordinances Section 33-1.22 to include policy and procedures to ensure that nominees for appointment to Planning Advisory Board (PAB) meet qualifications set forth by the same section. Considering that revisions to this section require a call for study by Council resolution and then public commentary, we anticipate that this will entail some time before it becomes effective for these nominees. However, for immediate effect for other Parish boards and commissions, our office will draft an ordinance to establish policy and procedures for nominees for appointment to those, excluding PAB. This draft will be provided to other Council offices for comment and thereafter, for introduction on an upcoming agenda.

Recognizing that the number of people willing to serve on Parish boards and commissions have decreased and that those who are willing may not know how to serve, we want to move forward to create an online repository of individuals eager to serve our community on these boards and commissions. By creating a web portal similar to the one that exists at the state level, individuals will be able to provide initial contact and background information, listing those boards and commissions on which they want to serve. We are meeting with the Department of Electronic and Information

Systems to add this feature to the Parish website. The portal would serve as the beginning of the vetting process for each nominee. The state's portal may be accessed using the link below.

<https://wwwcfprd.doa.louisiana.gov/boardsandcommissions/home.cfm>

Recommendation #2 – Ensure that nominees for appointment to Parish boards complete attestations and disclosures to ensure nominee meets qualifications and is free from conflicts of interest prior to any appointment.

The purpose of Parish boards and commissions is to give the Parish an additional layer of oversight in providing quality services to the citizenry. The bulk of these are comprised of volunteers and it is often times a challenge to find persons willing to spend the time and expose themselves to criticism and complaint. We acknowledge that a vetting process may be a necessity. With guidance from the Parish Attorney's office and the Office of Inspector General, our office will attempt to draft attestations and disclosures in accordance with the new policies and procedures that will not be so onerous as to deter candidates wishing to be civically engaged.

Recommendation #3 – That no board member shall be voted upon by the Parish Council until such time as all required documents are properly submitted to the Parish and validated.

Noting the response provided for Recommendation #2, the process will include requirements for the Parish Council to take a vote on any nominee.

Recommendation #4 – That additional elements into the requirements for service and continued service of PAB members before sitting, and afterwards, to include an attestation of conflicts of interests, receipts of ethics training, and attestation of continued eligibility and required notice of a change in eligibility status.

Noting the response provided for Recommendations #1 and #2, such requirements may be included in the vetting process for PAB, including other boards and commissions.

Recommendation #5 – That the process of receiving and validating documents necessary to demonstrate eligibility be identified as responsibility of a specific entity, i.e. the Parish Ethics and Compliance Officer/Director, the Office of the Parish Council Chief or Staff or the Council Clerk.

Our office will work to propose amendments to Section 2-17 of the Parish Code of Ordinances to assign these duties to the Council Chief of Staff.

Recommendation #6 – An individual currently meeting and having met qualifications for appointment to the PAB be made to replace Mr. Usey given Mr. Usey's actions during this review, including his failure to comply with the JPCO 2-155.10(12) and the totality of information contained in his report.

As it appears that Mr. Usey is now compliant and properly qualified to serve in his capacity on the PAB, this office does not object to him continuing in that capacity. Certainly, going forward, the undersigned would expect that all members of the PAB be properly qualified prior to sitting and voting on any such matter. Based upon the information provided in the report, this office does not necessarily see the level of noncompliance as the report suggests. An individual protecting his/her rights and potential due process protections is not something that should be deemed untoward or problematic, at least from the perspective of this office. As Mr. Usey appears to be properly qualified, this office would support the recommendation of the District 3 Councilman as the appointee for said board.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dominick F. Impastato, III".

Dominick F. Impastato, III
Jefferson Parish Councilman, District 4